

26 May 1950

MEMORANDUM FOR: The Record

SUBJECT: CIA Biographic Register

1. The attached memo about CIA's Biographic Register should be headed BIOGRAPHIC DIVISION OF OCD, STATEMENT OF FUNCTIONS.
2. It should go to the Executive and Management as O&PS recommendations.
3. If, as and when published by the Executive, additional copies should be provided so that the substance of this memo is known not only throughout CIA internally, but also to the outside agencies. The Biographic Division of OCD will attend to such outside notification to their opposite numbers to assure them that this is to confirm, to a large extent, existing procedures rather than to change them. It will give the Biographic Division opportunity to point out the desirability of the outside agencies more actively following Paragraph 1c(2).

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Note:

Since we have discussed this in detail with the people of the Biographic Division based on previous discussions with the Assistant Director, OCD, and since this is primarily his work — not so much an inter-office function within CIA — it may be unnecessary to circulate the enclosure for internal coordination. The Executive will give us his ideas on this in the near future.

PRESCOTT CHILDS

cc: Executive  
Management